

**Park City School District
April 19, 2016
Work Session 9:00 AM**

Members present

Tania Knauer, Nancy Garrison, Philip Kaplan, JJ Ehlers and Julie Eihausen

Staff Present:

Ember Conley, Todd Hauber, and Lorie Pearce

Call to Order

Board President Knauer called the meeting to order at 9:04 AM. Member Garrison led the pledge of allegiance.

Discussion

Board Governance Items

Governing Board Evaluation Tool

Board Member Ehlers reviewed the Board Evaluation and explained the next steps. A Survey Monkey will be sent out to the members in June. Once the survey results are collected, the Board will review the results as a group. Member Knauer would like to see the Board goals added to the matrix.

Board Handbook

Member Ehlers would like to add a Board Governance tab to the district website, where Board items such as hand book, evaluation, goals, etc. could be posted. The Board discussed potential changes and asked clarifying questions. Board Members were given an assignment to come up with five acronyms to add to the handbook. This is a work in progress, so changes can be made, but Member Ehlers would like to have it on the Board agenda for approval in June.

Policy Writing: Two models for policy development

Member Eihausen shared policies from Granite School District as examples of how other districts are writing policies. It was the consensus of the Board to make sure that the policy explains what is needed for the public and not be too vague or short.

LEA Audit Committee

In February, a survey was sent out through Syd Dixon, USOE, to district's asking information about audit committee's. Some issues have arisen from this survey so now districts have been sent a letter asking them to review their committee and make adjustments to come into compliance. Park City School District is in compliance as far as state requirements. In our district policy, we state that we want to have community members with experience on the committee, and since we do not have that, we are out of compliance with our own policy. While the Business Administrator and Superintendent can attend the meeting, they are not allowed to vote, nor have they ever voted.

Todd Hauber stated that we have some positions to fill and a website to update. We will need to get the audit committee together to determine how to handle internal audits.

Other Business Items

Member Knauer reviewed the Board Committee Assignment and with those changes, the website will be revised.

Member Ehlers was approached at Rotary regarding the Mental Health Awareness Survey that has been sent out and the school's willingness to have a resolution recognizing that May will be mental health awareness month in the district. We will follow up with school counselors to see how they feel about a resolution.

Todd is recommending that the Board Members review the audit information on the state auditors website.

Member Ehlers has been attending PTO and SCC meetings. The one thing that is cropping up in SCC Meetings is that they would like to see a calendar with deadlines so there are no surprises.

Adjourn

Member Ehlers made a motion to adjourn to Regular Session on April 26, 2016 at 4:00 P.M.

Discussion: Member Knauer reviewed the agenda for the April 26, 2016 meeting.

Member Eihausen suggested moving the meeting to 3:00 p.m. due to amount of items to cover.

Member Eihasuen made a motion to amend the motion to meet at 3:00 p.m. on April 26, 2016 for a Regular Session. Member Garrison seconded the motion. Motion passed unanimously.

Meeting adjourned at 11:39 pm

Tania Knauer, President

JJ Ehlers, Member

Philip Kaplan, Member

Nancy Garrison, Member

Julie Eihausen, Member

Todd Hauber, Business Administrator